

NEW YORK STATE DEPARTMENT OF TRANSPORTATION MATERIALS BUREAU ALBANY, NY 12232	MATERIALS METHOD - NY 18.3
MATERIALS METHOD	ISSUE DATE -December 1, 1976
AGGREGATE SAMPLE AND ACCEPTANCE TRANSMITTAL FORM BR-3	
Approved By - <u><i>HARRY H. McLEAN</i></u> HARRY H. McLEAN, DIRECTOR - MATERIALS BUREAU	MAP CODE 7.42-1-18.3

## I. SCOPE

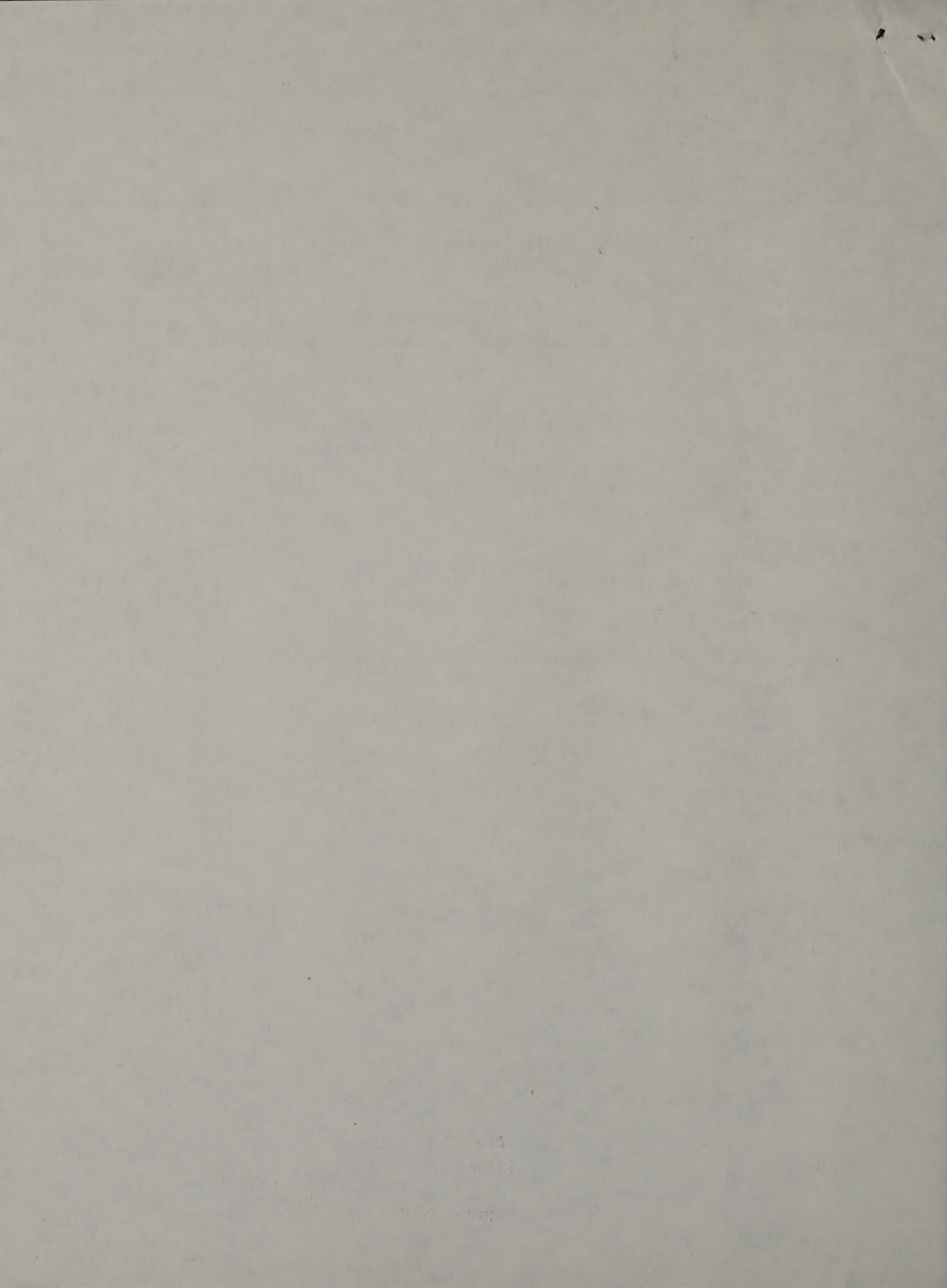
Form BR-3, entitled "Aggregate Sample and Acceptance Transmittal", accompanies all samples of fine and coarse aggregate obtained by Department representatives and submitted to the Materials Bureau. This includes samples obtained at aggregate sources as well as at portland cement and bituminous concrete batching facilities.

Form BR-3 is a four-part, color-coded, snap-out form with provision for entering both sample identification by the Inspector and, upon completion of testing by the Materials Bureau, acceptance or rejection action along with any necessary test data. A copy of the form is then returned to the office of the originating inspector.

The provisions of this Method supercede the definition of Form BR-3 contained on page 5 of Materials Method N.Y. 7.1 dated 1/15/73.

## II. EXECUTION AND TRANSMITTAL

1. All entries to be printed by ball point pen or typewriter.
2. Use sufficient pressure to assure legibility of all copies.
3. Do NOT use Rubber-Stamp entries.
4. All entries to be in accordance with these instructions.
5. Following completion remove gold copy by carefully detaching it from the left hand stub of the form without disrupting the assembled set. Retain this copy.
6. Insert completed form in a "Sample Transmittal Envelope", Form BR-241. Do not fold.
7. Affix envelope to bag containing the sample. When more than one bag is used, the serial number of the BR-3 must be written on the envelope or address tag (BR-108) for each bag in the sample and a tag showing this serial number should be placed inside each bag. (The yellow BR-131 tag is adequate for this purpose.)





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II. EXECUTION AND TRANSMITTAL (cont'd)

8. The Department's pre-addressed forms, BR-241 or BR-108, should be used to direct the package to its proper destination. When these forms are not used, the correct address is as follows:

TO: Materials Bureau  
NYS Department of Transportation  
State Campus - Building #7  
1220 Washington Avenue  
Albany, New York 12232

9. Upon completion of tests the Materials Bureau will complete the "action" portion of the form and affix a validation signature in the box on the lower right.
10. The white copy of the form with the final action and validation affixed will be returned to the Department or Inspection Agency office having supervision over the Inspector who submitted the sample.

III. ENTRY INSTRUCTIONS

The upper portion of Form BR-3 and the lower right hand box entitled "Materials Bureau Validation" are for use ONLY by Materials Bureau personnel in Albany and no entries are to be made by the Inspector in those portions of the form.

Inspector entries are to be made ONLY IN THE NUMBERED BOXES. Not all boxes are applicable to each type of Aggregate sample.

The following guidelines explain the information required and the format in which it should be entered by the inspector for the various numbered boxes.

- Box 1 - Should include the type of material i.e. sand, stone, gravel, etc. AND the primary size, #1's, #1A's, #2's, #1's and 2'S mixed, etc.
- Box 2 - Department Item Number, either one of the 703 series OR for High Friction samples, 402.02, 403.02 or 403.04 as applicable OR the appropriate 500 series pay item for petrographic samples from concrete batch plants.
- Box 3 - MONTH/DAY/YEAR in numerical format i.e. 9/16/76.
- Box 4 - Enter Department assigned Source Number for Biennial, Hot Bin and Petrographic samples. No entry needed for "Information" or "Other" samples. Show all source numbers for Hot Bin samples from blended mixtures. (Use Box 13 if necessary).

NYS DOT  
Library  
50 Wolf Road, POD 34  
Albany, New York 12232





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### III. ENTRY INSTRUCTIONS (cont'd)

Box 5 - Check the appropriate box in accordance with the following definitions.

BIENNIAL - A required sample for Approved Operating Sources when the last acceptance is two years old. (MM 7.1 Definition 5a (1) ).

HOT BIN - Sample obtained at a Bituminous Concrete Batch Plant from #1 and/or #1A sizes as sieved during the Hot Bin Analysis. (MM 5.11-V).

PETROGRAPHIC - Sample obtained from Approved Operating Sources actually supplying Department projects. (MM 7.1 Definition 5b).

INFORMATION - Samples taken under any of the following conditions:

- a. At an approved Source when a change in the character of the processed aggregate occurs. (MM 7.1 Definition 5a (2) ).
- b. At an Approved Source when the location of the source of raw material is shifted or a change in character of the raw material occurs. (MM 7.1 Definition 5a (3) ).
- c. At an Approved Source when considered necessary by the Department. (MM 7.1 Definition 5a (4) ).

OTHER - Samples taken under any of the following conditions:

- a. A non-approved or rejected operating source.
- b. A proposed unopened source.
- c. A stockpile sample at a precast or prestressed concrete plant located out-of-state and away from an Approved Source.
- d. Samples taken which do not fit any of the above definitions. Explain in Box 13.

Box 6 - Company name of aggregate source. If more than one, use Box 13.

Box 7 - Mailing address of aggregate producer. (Not needed for hot bin or petrographic samples).

Box 8,9,10 and 11 - Applicable for Biennial and Information samples only.





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III. ENTRY INSTRUCTIONS (cont'd)

Box 11 - For future use; not required until specifically notified by the Materials Bureau.

Box 12 - Entry will normally be one of the following:

Stockpile	Hot Bin
Run-of-Bank	Cold Feed
Ledge	Belt

Box 13 - Remarks and other information when necessary.

a. For Hot Bin samples, the following must be entered:

1. Job Mix Formula Number.
2. The % batched for Item 403-02.

b. For Prestresses Aggregates enter the Department contract number.

c. For multi-bag samples, the number of bags must be entered.

Box 14,15,16 and 17 - Applicable for Hot Bin and Petrographic samples, not required for Biennial samples.

Box 14 - For Hot Bin, include Plant Name, Pugmill Number and Location, e.g. Gen. Crushed, #4, Auburn. For Prestress Aggregates, enter prestress plant name and location.

Box 16 - This should be a definite amount usually to the nearest ton.

Box 17 - Enter all Test Numbers when more than one source is involved.

Box 18 - Print name of inspector securing the sample together with his affiliation (NYSDOT Region Number or Inspection Agency name).





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IV. EXAMPLES

## 1. BIENNIAL SAMPLE

BR-3a (1/76) (NYS DOT)	AGGREGATE SAMPLE AND ACCEPTANCE TRANSMITTAL	Serial Number <b>000021</b>	Date Received	Test Number								
TO:		Material Represented by the Sample Described Below Was										
ON _____ For _____		<table border="1"> <tr><th colspan="2">TEST DATA</th></tr> <tr><td>Specific Gravity</td><td></td></tr> <tr><td>Absorption</td><td></td></tr> <tr><td>Fineness Modulus</td><td></td></tr> </table>			TEST DATA		Specific Gravity		Absorption		Fineness Modulus	
TEST DATA												
Specific Gravity												
Absorption												
Fineness Modulus												
(Action Official Only When Validated Below By The Materials Bureau)												

UPPER PORTION FOR MATERIALS BUREAU ONLY - INSPECTOR TO COMPLETE ALL APPLICABLE BOXES BELOW

1. Material (Type & Size) <b>SAND</b>	2. Item <b>703-01</b>	3. Date Sampled <b>10/20/76</b>	4. Source No. <b>5-4F</b>	5. Type of Sample <input checked="" type="checkbox"/> Biennial <input type="checkbox"/> Hot Bin <input type="checkbox"/> Petrographic <input type="checkbox"/> Information <input type="checkbox"/> Other		
6. Aggregate Producer <b>GRITTY SAND CO.</b>	13. Additional Information:  <b>1 bag - 50#</b>			14. Sampling Location		
7. Address <b>1290 GRAVEL RD. EAST GRANITE, N.Y. 11111</b>				15. Time Sampled	16. Quantity	
8. Town <b>LAKEVILLE</b>				9. County <b>ERIE</b>	17. Current Acceptance No. <b>74AF999N</b>	
10. USGS Coordinates <b>20-6-J/K-31/32</b>				Materials Bureau Validation		
11. Latitude/Longitude	12. Sampled From: <b>STOCKPILE</b>	18. Sampled by (Include Region or Agency) <b>J.W. SPLITROCK #5</b>				

## 2. HOT BIN SAMPLE

BR-3a (1/76) (NYS DOT)	AGGREGATE SAMPLE AND ACCEPTANCE TRANSMITTAL	Serial Number <b>000025</b>	Date Received	Test Number								
TO:		Material Represented by the Sample Described Below Was										
ON _____ For _____		<table border="1"> <tr><th colspan="2">TEST DATA</th></tr> <tr><td>Specific Gravity</td><td></td></tr> <tr><td>Absorption</td><td></td></tr> <tr><td>Fineness Modulus</td><td></td></tr> </table>			TEST DATA		Specific Gravity		Absorption		Fineness Modulus	
TEST DATA												
Specific Gravity												
Absorption												
Fineness Modulus												
(Action Official Only When Validated Below By The Materials Bureau)												

UPPER PORTION FOR MATERIALS BUREAU ONLY - INSPECTOR TO COMPLETE ALL APPLICABLE BOXES BELOW

1. Material (Type & Size) <b>CR-STONE - #1S + 1A'S</b>	2. Item <b>403-02</b>	3. Date Sampled <b>11-25-76</b>	4. Source No. <b>2-43R</b>	5. Type of Sample <input type="checkbox"/> Biennial <input checked="" type="checkbox"/> Hot Bin <input type="checkbox"/> Petrographic <input type="checkbox"/> Information <input type="checkbox"/> Other		
6. Aggregate Producer <b>SPECIALTY CRUSHED STONE</b>	13. Additional Information: <b>#6, NORMAL AGG. CORP.</b>  <b>Job Mix Formula No. 1</b> <b>% Batched: 1A = 36.0% 1 = 24.0%</b>  RETAIN GOLD COPY FOR YOUR RECORDS FORWARD ALL OTHERS TO MATERIALS BUREAU			14. Sampling Location <b>ALLIED BLACKTOP #3 LIMEROCK, N.Y.</b>		
7. Address				15. Time Sampled <b>12:00</b>	16. Quantity <b>250 TONS</b>	
8. Town				9. County	17. Current Acceptance No. <b>74AR19 75AR69</b>	
10. USGS Coordinates				Materials Bureau Validation		
11. Latitude/Longitude	12. Sampled From: <b>HOT BIN</b>	18. Sampled by (Include Region or Agency) <b>J.R. KIMARWA R-2</b>				





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#### IV. EXAMPLES

#### 3. PETROGRAPHIC SAMPLE AT SOURCE

BR-3a (1/76) (NYS DOT)	AGGREGATE SAMPLE AND ACCEPTANCE TRANSMITTAL	Serial Number <b>000024</b>	Date Received	Test Number				
TO: _____		Material Represented by the Sample Described Below Was _____						
ON _____ For _____		<table border="1" style="width:100%; border-collapse: collapse;"> <tr><td style="text-align: center;">TEST DATA</td></tr> <tr><td>Specific Gravity</td></tr> <tr><td>Absorption</td></tr> <tr><td>Fineness Modulus</td></tr> </table>			TEST DATA	Specific Gravity	Absorption	Fineness Modulus
TEST DATA								
Specific Gravity								
Absorption								
Fineness Modulus								
(Action Official Only When Validated Below By The Materials Bureau)								

UPPER PORTION FOR MATERIALS BUREAU ONLY - INSPECTOR TO COMPLETE ALL APPLICABLE BOXES BELOW

1. Material (Type & Size) <b>CR. GRAVEL - #2</b>	2. Item <b>703-02</b>	3. Date Sampled <b>12-25-76</b>	4. Source No. <b>10-696</b>	5. Type of Sample <input type="checkbox"/> Biennial <input type="checkbox"/> Hot Bin <input checked="" type="checkbox"/> Petrographic <input type="checkbox"/> Information <input type="checkbox"/> Other	
6. Aggregate Producer <b>ABC SAND &amp; GRAVEL</b>	13. Additional Information:          <b>RETAIN GOLD COPY FOR YOUR RECORDS FORWARD ALL OTHERS TO MATERIALS BUREAU</b>			14. Sampling Location	
7. Address				15. Time Sampled	16. Quantity
8. Town <b>SEASHORE</b>				9. County <b>NEW YORK</b>	
10. USGS Coordinates <b>89-9-K-27</b>				17. Current Acceptance No. <b>75AG999C</b>	
11. Latitude/Longitude	12. Sampled From: <b>Stockpile</b>	18. Sampled by (Include Region or Agency) <b>G.GNUOT, R-10</b>			
Materials Bureau Validation					

#### 4. STOCKPILE SAMPLE AT PRESTRESS PLANT

BR-3a (1/76) (NYS DOT)	AGGREGATE SAMPLE AND ACCEPTANCE TRANSMITTAL	Serial Number <b>000022</b>	Date Received	Test Number				
TO: _____		Material Represented by the Sample Described Below Was _____						
ON _____ For _____		<table border="1" style="width:100%; border-collapse: collapse;"> <tr><td style="text-align: center;">TEST DATA</td></tr> <tr><td>Specific Gravity</td></tr> <tr><td>Absorption</td></tr> <tr><td>Fineness Modulus</td></tr> </table>			TEST DATA	Specific Gravity	Absorption	Fineness Modulus
TEST DATA								
Specific Gravity								
Absorption								
Fineness Modulus								
(Action Official Only When Validated Below By The Materials Bureau)								

UPPER PORTION FOR MATERIALS BUREAU ONLY - INSPECTOR TO COMPLETE ALL APPLICABLE BOXES BELOW

1. Material (Type & Size) <b>#1 CR. STONE</b>	2. Item <b>703-02</b>	3. Date Sampled <b>9/12/77</b>	4. Source No. <b>—</b>	5. Type of Sample <input type="checkbox"/> Biennial <input type="checkbox"/> Hot Bin <input type="checkbox"/> Petrographic <input type="checkbox"/> Information <input checked="" type="checkbox"/> Other	
6. Aggregate Producer <b>BERKSHIRE STONE CO</b>	13. Additional Information: <b>D95555</b>  <b>2 Bags - 50 Lbs each</b>          <b>RETAIN GOLD COPY FOR YOUR RECORDS FORWARD ALL OTHERS TO MATERIALS BUREAU</b>			14. Sampling Location <b>XYZ PRESTRESS EAST SHORE, CONN.</b>	
7. Address <b>19 QUARRY DR. KENNIL, CONN. 26442</b>				15. Time Sampled	16. Quantity
8. Town				9. County	
10. USGS Coordinates				17. Current Acceptance No.	
11. Latitude/Longitude	12. Sampled From: <b>Stockpile</b>	18. Sampled by (Include Region or Agency) <b>R.W. PORTLIG, JTL</b>			
Materials Bureau Validation					

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